

**A RESOLUTION
BY TRANSPORTATION COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH EVALUATION SYSTEMS FOR PERSONNEL FOR FC-6006007884, CONCESSION EMPLOYEE INCENTIVE PROGRAM MANAGEMENT SERVICES, ON BEHALF OF THE DEPARTMENT OF AVIATION, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FORTY ONE THOUSAND THREE HUNDRED EIGHTY EIGHT DOLLARS AND NINETY CENTS (\$241,388.90); ALL CONTRACTED WORK FOR THE FIRST YEAR WILL NOT EXCEED EIGHTY THREE THOUSAND SEVEN HUNDRED FORTY DOLLARS AND NO CENTS (\$83,740.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2H01 (AIRPORT REVENUE FUND) 524001 (CONSULTANT/PROFESSIONAL SERVICES) R51003 (CONCESSIONS); AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta ("City"), as owner and operator of the Hartsfield-Jackson Atlanta International Airport (Airport), contracts with various concession operators providing services to thousands of travelers passing through the Airport every year; and

WHEREAS, the General Manager of the Department of Aviation desires to develop and implement an incentive program focused on the Airport's concession employees who provide customer service to the traveling public; and

WHEREAS, the General Manager of the Department of Aviation and the Chief Procurement Officer recommend that the Agreement, FC-6006007884, for Concession Employee Incentive Program Management Services, be awarded to Evaluations Systems for Personnel, in an amount not to exceed Two Hundred Forty One Thousand Three Hundred Eighty Eight Dollars and Ninety Cents (\$241,388.90); and

WHEREAS, the first year of the contract will be in an amount not to exceed Eighty Three Thousand Seven Hundred Forty Dollars and No Cents (\$83,740.00); and

WHEREAS, the second year of the contract will be in an amount not to exceed Seventy Eight Thousand Two Hundred Fifty Dollars and No Cents (\$78,250.00) and the third year will be in an amount not to exceed Seventy Nine Thousand Three Hundred Ninety Eight Dollars and Ninety Cents (\$79,398.90).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor is authorized to enter into an Agreement with Evaluations Systems for Personnel ("ESP"), FC-6006007884, for Concession Employee Incentive Program Management Services, be awarded to Evaluations Systems for Personnel, in an amount not to exceed Two Hundred Forty One Thousand Three Hundred Eighty Eight Dollars and Ninety Cents (\$241,388.90).

BE IT FURTHER RESOLVED, that the term of the Agreement will be for a three (3) period with no renewal options.

BE IT FURTHER RESOLVED, the first year of the contract will be in an amount not to exceed Eighty Three Thousand Seven Hundred Forty Dollars and No Cents (\$83,740.00).

BE IT FURTHER RESOLVED, the second year of the contract will be in an amount not to exceed Seventy Eight Thousand Two Hundred Fifty Dollars and No Cents (\$78,250.00) and the third year will be in an amount not to exceed Seventy Nine Thousand Three Hundred Ninety Eight Dollars and Ninety Cents (\$79,398.90).

BE IT FURTHER RESOLVED, that all contracted work will be charged to and paid from Fund, Account and Center Number 2H01 (Airport Revenue Fund) 524001 (Consultant/Professional Services) R51003 (Concessions).

BE IT FURTHER RESOLVED, that the City Attorney is directed to prepare an appropriate Agreement for execution by the Mayor.

BE IT FINALLY RESOLVED, that this Agreement will not become binding on the City and the City will incur no liability or obligation under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to ESP.

**DEPARTMENT OF PROCUREMENT
LEGISLATION SUMMARY**

TO: TRANSPORTATION COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH EVALUATION SYSTEMS FOR PERSONNEL FOR FC-6006007884, CONCESSION EMPLOYEE INCENTIVE PROGRAM MANAGEMENT SERVICES, ON BEHALF OF THE DEPARTMENT OF AVIATION, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FORTY ONE THOUSAND THREE HUNDRED EIGHTY EIGHT DOLLARS AND NINETY CENTS (\$241,388.90); ALL CONTRACTED WORK FOR THE FIRST YEAR WILL NOT EXCEED EIGHTY THREE THOUSAND SEVEN HUNDRED FORTY DOLLARS AND NO CENTS (\$83,740.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2H01 (AIRPORT REVENUE FUND) 524001 (CONSULTANT/PROFESSIONAL SERVICES) R51003 (CONCESSIONS); AND FOR OTHER PURPOSES.

REQUESTING DEPT.:	Department of Aviation
CONTRACT TYPE:	Professional Services
SOURCE SELECTION:	Sealed Proposal
BIDS/PROPOSALS DUE:	May 3, 2006
INVITATIONS ISSUED:	155
BIDS/PROPOSALS RECEIVED:	3
BIDDERS/PROPONENTS:	Evaluation Systems for Personnel (ESP) \$41,388.90 (Gerald D. Blumenthal, Ph. D. Chairman Emeritus) Shirlene Anderson & Associates, Inc. \$926,062.00 A Customers Point of View \$327,000.00
BACKGROUND:	Professional consultant services to develop and implement the Airport Concession Employee Incentive Program.

SOURCE OF FUNDING: 2H01 (AIRPORT REVENUE FUND) 524001
(CONSULTANT/PROFESSIONAL SERVICES) R51003
(CONCESSIONS)

TERM OF CONTRACT: Three (3) year term with no renewal options.


EVALUATION TEAM: Aviation, Contract Compliance and Risk Management

September 13, 2006

Shirley Franklin
Mayor

Benjamin R. DeCosta
Aviation General Manager

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Mario Diaz, Aviation Deputy General Manager 
Department of Aviation


SUBJECT: **FC-6006007884 – Concession Employee Incentive Program
Management Services**

The Department of Aviation (DOA) has completed negotiations for subject project and recommend award to **Evaluation Systems for Personnel (ESP)**, in an amount not to exceed **\$241,388.90** over a period of three (3) years. The contract amounts for each year are as follows:

- First year - \$83,740.00
- Second year - \$78,250.00
- Third year - \$79,398.90

The account to be charged is **2H01-R51003-524001**.

If additional information is required, please contact Mary Eady at 404-530-2422.

xc:  G. Geeter
C. Cail
J. Cugasi
M. Coleman
C. Ewing
K. Mastin
M. Eady
L. Manigault
File





CITY OF ATLANTA

Shirley Franklin
Mayor

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303
(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
howens@atlantaga.gov

MEMORANDUM

TO: Adam L. Smith Esq.
Chief Procurement Officer

FROM: Hubert Owens
Director – Office of Contract Compliance

RE: **FC 6006007884, Concession Employee Incentive Program Management at H-JAIA**

DATE: May 15, 2006

CITY OF ATLANTA
DEPT. OF PROCUREMENT
MAY 16 PM 4:25

The Office of Contract Compliance has evaluated three (3) bids for minority and female business enterprise participation. All proponents are eligible under Section 2-1449(a) (2) (C) and all have been deemed responsive by the Office of Contract Compliance. For your information, the proponents have committed to utilizing M/FBEs as indicated below:

A Customer's Point of View, Inc.

Maga Promotionals	FBE	17.00%
Henson Group	AABE	8.50%
System Savvy	AABE	8.50%
Total Participation		34.00%

Evaluation Systems for Personnel (ESP)

Giavanna Constructors, Inc.	FBE	17.00%
MRT Services, Inc.	HBE	17.00%
Total Participation		34.00%

Shirlene Anderson & Associates

LL&D Administrative Services	FBE	10.00%
OCI3 Media	FBE	7.00%
Promotions Now	AABE	17.00%
Total Participation		34.00%

If you have questions, please contact me at (404) 330-6010 or Yvette Hawkins at (404) 330-6898.

cc: File
Carla Cail, DOP

Part II: Legislative White Paper:

A. To be completed by Legislative Counsel:

Committee of Purview: Transportation

Caption: A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH EVALUATION SYSTEMS FOR PERSONNEL FOR FC-6006007884, CONCESSION EMPLOYEE INCENTIVE PROGRAM MANAGEMENT SERVICES, ON BEHALF OF THE DEPARTMENT OF AVIATION, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FORTY ONE THOUSAND THREE HUNDRED EIGHTY EIGHT DOLLARS AND NINETY CENTS (\$241,388.90); ALL CONTRACTED WORK FOR THE FIRST YEAR WILL NOT EXCEED EIGHTY THREE THOUSAND SEVEN HUNDRED FORTY DOLLARS AND NO CENTS (\$83,740.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2H01 (AIRPORT REVENUE FUND) 524001 (CONSULTANT/PROFESSIONAL SERVICES) R51003 (CONCESSIONS); AND FOR OTHER PURPOSES.

Council Meeting Date: November 20, 2006

Requesting Dept.: Aviation

B. To be completed by the department :

1. Please provide a summary of the purpose of this legislation (Justification Statement).

The purpose of this legislation is to anticipate funds for the Airport Revenue Funds to provide professional consultant services for the Airport Concession Employee Incentive Program.

2. Please provide background information regarding this legislation.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional Services
- (b) **Source Selection:** Competitive Solicitation Process (RFP)
- (c) **Bids/Proposals Due:** 5/3/06

- (d) **Invitations Issued:** 3/12/06
- (e) **Number of Bids:**
- (f) **Proposals Received:** 3
- (g) **Bidders/Proponents:** A Customer's Point of View; Evaluation Systems for Personnel (ESP); and Shirlene Anderson & Associates, Inc.
- (h) **Term of Contract:** A period of three (3) years from date of execution of contract by Mayor of City.

4. Fund Account Center: 2H01-524001-R51003

5. Source of Funds: Airport Revenue Fund

6. Fiscal Impact: This legislation will result in a reduction in the amount of \$241,388.90 to 2H01-524001-R51003

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: Mary Eady

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): Megan S. Middleton



Contact Number: 6207

Originating Department: Aviation

Committee(s) of Purview: Transportation

Council Deadline: October 30, 2006

Committee Meeting Date(s): November 15, 2006 Full Council Date: November 20, 2006

Commissioner Signature



CAPTION

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FINANCIAL IMPACT (if any) \$241,388.90

Mayor's Staff Only

Received by Mayor's Office:

10.30.06
(date)

Reviewed by:



Submitted to Council:

11/3/06
(date)